

CAMERON ECONOMIC DEVELOPMENT CORPORATION  
MEETING MINUTES  
SEPTEMBER 7, 2023

Board Members Present included: Connie Anderle, Maurice Goza, Mayor Bill Harris, Mike Zajicek, Nilesh Bhakta, James Camp, and Carl Bradley.

1. Call to order.

President James Camp called the meeting to order at 3:30pm.

2. Public Comments.

President James Camp asked for any public comments. There were no public comments.

3. Discuss and take action on financials.

Secretary / Treasurer Mike Zajicek reviewed the financials noting a cash balance of \$504,223.72. From the P&L many line items are reaching for have reached 100% of budget this is consistent with the fact that we are nearing the end of the fiscal year. The Yards of Cameron income from rentals is significantly up at \$16,125. On page 4 of the main checking account, he noted the July sales tax deposit of \$42,389.09. On the EDA Grant account the final matching funds were expended in August leaving a balance in the account of \$886.34. He suggested that this account be closed with the fund balance transferred to the main checking account at Classic Bank. Mayor Bill Harris moved to close the account and move the funds to the main checking account. Carl Bradley seconded the motion. The motion carried 7 – 0. Mayor Bill Harris moved to approve the financials as presented. Maurice Goza seconded the motion. The motion carried 7 – 0.

4. Review and approve minutes from the meeting held on August 10, 2023.

Mr. Camp asked for a motion to approve the minutes from August 10, 2023. Connie Anderle moved to approve the minutes as presented. Carl Bradley seconded the motion. The motion carried 7 -0.

5. Discuss and possibly take action on an update to the FY 2023 – 2024 Budget.

Ginger Watkins reviewed the updated to the previously approved FY 2023 – 2024 Budget. The reason for the updates is that the matching funds allocated to the EDA Grant were completely expended in August. This freed up the \$140,000 allocation in the FY 2023 – 2024 budget for other strategic endeavors. Part of the funds were allocated to the development of soccer fields at The Yards of Cameron bringing the total allocation for soccer to \$200,000. The other change was to eliminate pulling \$30,000 from The Yards of Cameron Maintenance reserve as the budget supports the expected \$60,000 parking lot repairs without a transfer from the reserve CD. Since the budget was approved, nearly all the August bills were paid. Leaving a greater fund balance to carry forward thus increasing the expected Net Income. Mayor Bill Harris moved to approve the amended budget as presented. Maurice Goza seconded the motion. The motion carried 7 – 0.

Notes: Carl Bradley had to leave the meeting after this discussion.

6. Discuss and possibly take action on an updated to the FY 2023 – 2024 Project Plan.  
Ginger Watkins stated that the changes to the project plan reflect the removal of the matching funds from The Yards of Cameron and the increase of the Soccer field budget. No other changes were made to the project plan from the previously approved plan. Maurice Goza moved to approve the updated project plan. Mike Zajicek seconded the motion. The motion carried 6 – 0.
7. PUBLIC HEARING: A Public Hearing held for the Purpose of Receiving Public Comments on the 2023-2024 Proposed Cameron Economic Development Corporation Budget and Projects.  
President James Camp opened the public hearing at 3:44 pm. With no public comments. Mr. Camp closed the public hearing at 3:46pm.
8. Discuss and possibly take action on the Audit Engagement letter for the FY 2022 – 2023 Audit.  
It is time to execute the audit engagement for the FY 2022 – 2023 audit. Maurice Goza asked is this is the same auditor as last year. Yes, it is. The EDC must use the same auditor as the City as the EDC audit is incorporated with the City Audit. The City couldn't find another auditor due to many auditors leaving the business and an increased need for single audits due to the amount of grant funds municipalities received in the last year increasing the demand for auditors. Nilesch Bhakta moved to authorize the Audit Engagement letter. Connie Anderle seconded the motion. The motion carried 6 – 0.
9. Discuss an update on the 2023 Fly-in and Airshow.  
Ginger Watkins shared a flyer for the Airshow stating that with Michael Ranspots leadership we have an exciting show planned for this year. Mr. Camp said we are anticipating bigger crowd. Can the city assist with traffic? Mayor Harris and Mr. Tow said they would investigate this.
10. Discuss an update on the Cell Tower lease purchase agreement.  
Ginger Watkins said that the contact with Harmoni Towers indicated that he hoped to have a contract for our attorney to review within the next two weeks.
11. Discuss and possibly take action on issuing a request for proposals for parking lot maintenance at The Yards of Cameron.  
Ginger Watkins stated that since the estimates for the parking lot maintenance exceeded \$50,000 that the EDC must public a bid notice. She provided a draft bid and the board discussed dates of the bid opening and bid award date. The bid would be published on September 14<sup>th</sup>. Bid opening on September 28<sup>th</sup> with Bid award possibly on October 5<sup>th</sup>, if Carl Bradley is available to chair the meeting as Mr. Camp will be out on October 5<sup>th</sup>. Mayor Bill Harris moved to approve issuing the bid notice. Nilesch Bhakta seconded the motion. The motion carried 6 -0.
- i. Convene into executive session.  
President James Camp convened the board into executive session at 4:00pm pursuant to Chapter 551.087 to discuss economic development negotiations and Chapter 551.072 to discuss real property negotiations. Projects 2023-05-26 Brian; Project 2023-05-30 Jennifer; Project 2022-09-15 Kyle; Project 2023-08-03 Cesar; and Project 2023-06-21 Jason were considered.

13. Reconvene into public session.

President James Camp reconvened the board into public session at 4:11 pm with no action taken.

14. Adjourn.

Mayor Bill Harris moved to adjourn at 4:11pm. Mike Zajicek seconded the motion. The motion carried 6 – 0.